

UNION GAP PROFESSIONAL SERVICES ENGINEERING AND ARCHITECTURAL ROSTER

The City of Union Gap is soliciting experienced firms for inclusion on the Engineering and Architectural Roster. All Engineering and/or Architectural firms must submit annually to be on the City of Union Gap Roster. In accordance with RCW 39.80 and Union Gap practice, projects that are not solicited off the roster will be individually advertised.

In order to be placed on the Roster, your firm must be licensed in the State of Washington to engage in the lawful practice of your profession as an engineering, architectural, or related professional services firm. Projects that may be awarded include:

Street and roadway project design and construction services, including projects on the City's adopted TIP and Pavement Management Systems Plan; local street improvements; traffic signal design; miscellaneous surveying and small works design projects; bridge design; civil engineering projects; freeway design; landscape architecture design; recreational facility design; stormwater plans and stormwater systems; wastewater and water pipeline system design, including projects listed in the City's Water Systems Plan and General Sewer Plan; right-of-way services; construction services; transportation planning services; and land use planning services.

Firms may be selected directly from the Roster or called in for interviews. The following criteria will be considered when selecting firms for projects in the City of Union Gap:

Qualifications for the specific assignment as determined by the submitted Statement of Qualifications include: (1) familiarity with the City of Union Gap, (2) familiarity with given project assignments, (3) references, (4) experience with small communities, (5) ability to work well with City staff, the Mayor, and City Council, (6) public involvement experience at the prime consultant professional level, (7) experience with DOH, TIB, WSDOT, and federally funded projects, and (8) for projects that include federal funds, DBE approach and commitment.

Submittals shall be limited to 20 pages (including resumes) plus a maximum two-page cover letter. For further information contact Dennis Henne, Director of Public Works, (509) 225-3524. The City of Union Gap

assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The City reserves the right to reject any and all submittals. The State of Washington fair labor practices and non-discrimination policies shall apply.

Please submit five copies to: Kathryn Thompson, City Clerk, City of Union Gap, P. O. Box 3008, 102 W. Ahtanum Rd., Union Gap, Washington, 98903. Submittals should be clearly marked "Statement of Qualifications, Engineering and Architectural Roster" and submitted no later than 5:00 p.m. August 31, 2010. The most highly rated firm will be selected for negotiation of the professional services contract. Interviews may be held at the City's discretion.

The City of Union Gap is an equal opportunity and affirmative action employer. Locally-owned firms, minority-owned firms, women-owned firms, and small businesses are encouraged to respond.

Kathryn Thompson, CMC
City Clerk

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